

# MAXIMUS

HELPING GOVERNMENT SERVE THE PEOPLE

## Memorandum

**To:** Candace Wilson, Leon County Office of Management and Budget  
**From:** Richard McLaughlin, MAXIMUS, Inc. *RTM*  
**Date:** 9/2/2004  
**Re:** FY04 COST ALLOCATION PLAN CONTRACT

Per your request, MAXIMUS, Inc. agrees to exercise the option described in Section 3 of the Agreement dated October 15, 2002 to extend the terms of this contract. As we discussed MAXIMUS will prepare the following:

FY04 Full Cost Allocation Plan	\$ 9,500
FY04 OMB A-87 Cost Allocation Plan	1,000
FY04 Risk Financing Cost Allocation Plan	<u>2,500</u>
Total Fee	<u>\$13,000</u>

Please contact me at (850) 386-1101 if you have any questions or need additional information.

Sincerely,



Richard J. McLaughlin  
MAXIMUS, Inc.  
Cost Services Division